

September 26, 2017

The meeting of the McCook County Commission was called to order in their Meeting Room by Chairman Steve Gordon.

Members present: Ralph Dybdahl, Marc Dick, Charles Liesinger and Dean Koch.

Chairman Gordon led the Pledge of Allegiance.

Chairman Gordon called for approval of the Agenda. Auditor Sherman noted additions of Mike Fink, States Attorney, at 9:10 a.m. and Karen DeLange, Alternative HRD, at 12:00 p.m. and the 10:30 ordinance reading is not as Planning Commission, but as Board of County Commissioners. Motion made by Koch to approve the agenda with updates noted. Second by Dybdahl and motion carried.

The minutes from the September 12<sup>th</sup> meeting were sent to Board members for review prior to publication. Motion made by Dick to approve the minutes for publication. Second by Liesinger and motion carried.

Commissioner Reports: Gordon, Koch and Dybdahl attended the County Convention held in Rapid City; great presenters.

Mic Kreutzfeldt, Hwy Supt, and States Attorney, Mike Fink, met with the Commission to review a "draft" ordinance, amending Ordinance 94-01, to amend the wheel tax from \$4 to \$5 per wheel. The increase is needed to compete with other counties for bridge grant funds. Auditor Sherman will contact SECOG to get the specifics regarding procedure for amending an ordinance and publication requirements.

Motion was made by Koch to convene as Drainage Commission. Second made by Liesinger and motion carried.

At 9:30 a.m. the scheduled drainage hearing was not held due to death in applicant's family. Koch noted that Jerry Gottlob notified him that he wouldn't be able to attend. Motion made by Koch to table the hearing until 9:45 a.m., October 10<sup>th</sup>, allowing Kreutzfeldt time to contact parties involved. Second made by Liesinger and motion carried.

No drainage permits.

The Board reconvened as Board of County Commissioners.

Hwy Supt Kreutzfeldt presented the following quotes for #2 diesel and unleaded gas to the Board: Stern Oil, diesel \$1.9608/gal and gas \$2.2096/gal; Country Pride Coop, diesel \$1.9750/gal and gas \$2.2010/gal; Central Farmers Coop, no bids. Motion was made by Liesinger to accept quotes from Stern Oil. Second by Dick and motion carried. Kreutzfeldt informed Board that Jerry Heumiller was hired as full-time employee, effective 09/25/2017, \$16.00/hour. Kreutzfeldt presented utility permits for approval. Motion made by Koch to approve 2 Electric Utility Permits for Southeastern Electric; scope of projects: boring under 247<sup>th</sup> for new home (45392 247<sup>th</sup> St) and installing URD for new service (43596 252<sup>nd</sup> St). Second made by Dybdahl and motion carried. Motion made by Dybdahl to approve Telephone Utility Permit for Triotel Communications; scope of project: bore east across 431<sup>st</sup> Ave to 24940 431<sup>st</sup> Ave (new home). Second made by Koch and motion carried. Kreutzfeldt informed the Board that the 5-Year County Highway and Bridge Improvement Plan is ready for certification. Motion made by Dick to authorize Chairman Gordon to sign off on the Plan. Second made by Koch and motion carried. Kreutzfeldt noted that the gravel crushing in Roling Pit is nearly completed. Current projects include fall mowing and weed spraying.

Kreutzfeldt asked for Executive Session to discuss a personnel issue. Motion was made by Dybdahl to enter into Executive Session at 10:10 a.m. Second made by Liesinger and motion carried. Chairman Gordon declared out of Executive Session at 10:25 a.m.

At 10:30 a.m. the 1<sup>st</sup> reading of Ordinance 2017-04, an Ordinance rezoning property from Lake Residential to Agricultural, was held. Applicant: Jeremy Begemann. Legal description: SW4SE4 and SE4SW4 3-102-53. Tracy Hofer, Zoning Administrator, was present and noted that there have been no inquiries made. No one appeared for the reading. Motion made by Dick to approve the 1<sup>st</sup> reading. Second was made by Liesinger. Ayes: Dick, Liesinger, Koch, Dybdahl, Gordon. Nays: none. Motion carried. The 2<sup>nd</sup> reading will be held at 10:30 a.m. on October 10<sup>th</sup>.

At 10:40 a.m. the 2<sup>nd</sup> reading of Ordinance 2017-03, an Ordinance Rezoning Property, was held. Applicant: Meadow View Colony. Legal description: N150' of E291' of Tract 1 Stahl Addition in SW4 27-102-55. The ordinance will rezone 2A from Light Industrial to Agricultural for a cemetery site. Tracy Hofer, Zoning Administrator, was present. Motion made by Liesinger, to approve and adopt Ordinance 2017-03. Second was made by Koch. Ayes: Liesinger, Koch, Dick, Dybdahl, Gordon. Nays: none. Motion carried.

**ORDINANCE 2017-03**

**AN ORDINANCE REZONING PROPERTY**

BE IT ORDAINED BY MCCOOK COUNTY, SOUTH DAKOTA:

The following legally described property shall be rezoned from Light Industrial to Agricultural, and the Official Zoning Map shall be amended to reflect such change:

N150' of E291' of Tract 1 Stahl Addition in SW4 27-1-2-55

CONFLICTS. Any prior ordinance or part of any ordinance in conflict with this ordinance is hereby repealed.

SEPARABILITY. Should any section or provision of this ordinance be declared unconstitutional or otherwise invalid, such decision shall not affect the validity of the remainder thereby.

EFFECTIVE DATE. This ordinance shall become effective according to state law.

First Reading: September 12, 2017

Second Reading & Adoption: September 26, 2017

Publication: September 28, 2017

Effective Date: October 18, 2017 (20 days after publication)

Steve Gordon, McCook County Chairman

ATTEST:

Geralyn Sherman, McCook County Auditor

Laurie Schwans, Register of Deeds, met with the Commission to present quotes from Salem Body Shop for spray painting the counters in the Register of Deeds and Clerk of Courts offices. Schwans noted that if we do our own prep work the cost will be \$550 per counter and if Kremoges does the prep work the cost will be \$800 per counter. Schwans added that she's been doing the prep work in her office and is willing to help with what needs to be done in the Clerk's office. The Board approved both of the quotes for the cost of work to be done, noting that Kremoges can do the prep work.

Dillon DeBoer, Dept of Legislative Audit, met with the Commission to review audit findings from the 2015-2016 audit. Carol Lauer, Treasurer, Laurie Schwans, Register of Deeds, and Michele Eichacker, Deputy Auditor, were present. DeBoer noted that the unassigned fund balance of the General Fund exceeded the maximum allowed by SDCL and recommends the unassigned fund balance be limited to 40% of the next year's General Fund appropriations. Auditor Sherman noted that cash will be applied in more funds in next year's annual budget preparation, versus transferring from the General Fund during the year. DeBoer also noted that there are properties where tax deed proceedings should begin and recommends the Treasurer begin tax deed proceedings on all eligible properties as soon as possible. Carol Lauer, Treasurer, noted that tax deed proceedings have begun. DeBoer said the County gets an A+ in auditing standards.

At 11:30 a.m. the 2018 Provisional Budget was again reviewed with following changes noted before adoption as Annual Budget. The EDS Fund expenditures will be increased \$59,150 (radio grant). On the Means of Finance page Intergovernmental Revenue will be increased \$35,150. "Cash Balance Applied": General Fund will be lowered \$26,159 to \$313,000 and EDS Fund will be increased \$40,000 and EDS Fund Other Financing Sources will be lowered \$16,000. General Fund, Transfers Out will be lowered \$16,000. At this time, a Compensation Study is to be completed by Alternative HRD prior to end of year. This will include review of position descriptions, review of FLSA classifications, analyzing comparative compensation data and making recommendations of wages and/or

wage ranges for staff positions. Motion was made by Koch, second by Dybdahl, and carried, to make the noted changes and adopt the 2018 Provisional Budget as the 2018 Annual Budget with adoption of the following resolution:

RESOLUTION 2017-08

ANNUAL BUDGET FOR MCCOOK COUNTY, SD  
For the Year January 1, 2018 to December 31, 2018

ADOPTION OF ANNUAL BUDGET FOR McCook County, South Dakota

Whereas, (7-21-5 thru 13), SDCL provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year, and

Whereas, the Board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

Whereas, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all changes, eliminations and additions have been made thereto.

NOW THEREFORE BE IT RESOLVED, that such Provisional Budget as amended and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE APPROVED AND ADOPTED AS THE ANNUAL BUDGET OF THE APPROPRIATIONS AND EXPENDITURES FOR McCook County, South Dakota, and all its institutions and agencies for calendar year beginning January 1, 2018 and ending December 31, 2018 and the same is hereby approved and adopted by the Board of County Commissioners of McCook County, South Dakota, this 26<sup>th</sup> day of September, 2017.

The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Auditor, McCook County, South Dakota.

The accompanying taxes are levied by McCook County for the year January 1, 2018 through December 31, 2018.

Total Taxes Levied by County: \$3,481,685  
County Levy: 3.554/thousand

BOARD OF COUNTY COMMISSIONERS OF McCook County, South Dakota

\_\_\_\_\_ Chairman  
\_\_\_\_\_ Commissioner  
\_\_\_\_\_ Commissioner  
\_\_\_\_\_ Commissioner  
\_\_\_\_\_ Commissioner  
ATTEST: \_\_\_\_\_ County Auditor

Motion made by Liesinger to enter into Executive Session at 12:00 p.m. to discuss personnel issue. Tracy Hofer, Dir of Equalization, and Karen DeLange, Alternative HRD, were present. Second made by Koch and motion carried. Chairman Gordon declared out of Executive Session at 12:20 p.m. Motion was made by Koch to accept letter of resignation from Donald DeKnikker, Jr. effective September 24, 2017 and explore option of hiring him to work part-time (\$18.45/hour) on temporary basis to finish open projects. Second made by Dybdahl and motion carried.

Geralyn Sherman, Welfare Director, and the Commissioners reviewed Care of Poor cases. One Notice of Hospitalization was received from Avera McKennan Hospital (2017-44). Two Applications for Poor Relief Assistance were received from Avera McKennan Hospital (2017-25, 2017-22).

Auditor Sherman presented the 2018 renewal for the liability insurance coverages to the Board for review.

Motion made by Dybdahl, second Dick, and carried, to pay claims: GENERAL FUND: Bi-Weekly Payroll: 9/24/17: Commissioners 1461.55, mileage 281.40; Auditor 2902.04; Treasurer 3325.54; States Attorney 2379.42; Custodian 1231.35; Dir of Equalization 4223.62; Register of Deeds 2933.54; Veterans Service Officer 196.00; Sheriff 7549.78, travel expense 20.42; Contract Law 4407.69; Care of Poor 230.77; Welfare 98.00; Community Health Nurse Secretary 1176.23; Extension 588.00, travel expense 24.14; Weed 560.21; Drainage 307.69; Planning & Zoning 192.31. Transamerica Life Insurance, September healthpak premium 3486.91;

Advanced Systems Inc, monthly copier contract 13.44; Avera McKennan Hospital, mental health hold 1400.00; Avera Queen of Peace Health Services, prisoner care 396.45; Axon Enterprise, taser, cartridge & battery pack 1784.55; Davison County Sheriff, August jail services 2185.00; ESRI Inc, ArcGIS licenses 700.00; FloorTec Professional Cleaning Service, clean Nurse's Office carpets 110.00; Kathryn Heumiller, blood alcohol service 100.00; Inter-Lakes Community Action, September CSW funds 701.83; Iron Wheel Sales & Service, air conditioner service 93.75; Lewis Family Drug, prisoner care 137.76; Philip Loving, mental health evaluation 100.00; Marco Technologies, monthly copier contract 38.60; Marshall & Swift/Boeckh LLC, residential cost handbook 349.95; MidAmerican Energy, utilities 38.59; Modern Marketing Inc, evidence envelopes 909.75; Morgan Theeler LLP, court appt attorney for Dominic R Andrews 486.20, for juvenile 641.40; Office Depot, storage boxes 69.98; Alicia Petersen, Sept mileage 75.60, cell phone reimbursement 30.00; Rushmore Plaza Holiday Inn, convention lodging 256.62; Safe-N-Secure, security cameras & installation 5031.33; Salem Lumber Co, carpet/tile & installation 22841.00; Santel Communications, Managed IT services 1936.50; Laurie Schwans, convention expense 10.74; Servall Towel & Linen, dust mop rent 16.80; Tinan Smith & Bucher, court appt attorney for Val Travis Brown 367.87; Annette VanEmmerik, software conference 113.40; Xcel Energy, utilities 836.71.

COUNTY ROAD & BRIDGE FUND: Bi-Weekly Payroll: 9/24/17: Hwy Dept 17819.89. Transamerica Life Insurance, September healthpak premium 2228.02; Concrete Materials, asphalt 279.79; Lawson Products Inc, parts 59.93; MidAmerican Energy, utilities 16.00; Northwestern Energy, utilities 10.00; Servall Towel & Linen, towel & mat rent 67.91; Stern Oil Co, oil/drums 328.00; Xcel Energy, utilities 514.53..

911 EMERGENCY REPORTING SYSTEM FUND: CenturyLink, 911 services 302.45; Sioux Valley Energy, radio tower utilities 56.30.

EMERGENCY & DISASTER SERVICES FUND: Bi-Weekly Payroll: 9/24/17: EDS Director 1351.85. Transamerica Life Insurance, September healthpak premium 314.59. M & T Fire and Safety, repairs to Jaws of Life 607.25.

24/7 SOBRIETY FUND: Bi-Weekly Payroll: 9/24/17: Sheriff Secretary/Dispatcher 173.08.

PAYROLL CONTRIBUTIONS – ALL FUNDS: 9/24/17: Dir of IRS, county share of FICA 3018.49, Medicare 705.96; SD Retirement System, county share of retirement contribution, 3111.43; Wellmark BlueCross/BlueShield of SD, county share of health insurance contribution 9970.17.

The meeting adjourned subject to call.

Dated this 26<sup>th</sup> day of September, 2017.

Steve G Gordon \_\_\_\_\_  
Chairman, McCook County Commission

ATTEST:

Geralyn Sherman \_\_\_\_\_  
Auditor, McCook County